



HEALTH RELATED BOARDS REINSTATEMENT APPLICATION TENNESSEE BOARD OF DISPENSING OPTICIANS

**Mail to: Tennessee Department of Health
Health Related Boards
227 French Landing, Suite 300
Heritage Place Metro Center
Nashville TN 37243**

License No. _____

Profession _____

Legal Name _____

Current Address _____ State _____ Zip _____

Phone Number () _____

Name when Originally Licensed _____

Date License Last Renewed _____

Employment during last five (5) years:

Name of Employer	Complete Address of Employer	Position Held	Beginning Employment Date	Ending Employment Date

Reason(s) for Reinstatement _____

1. Have you been convicted of any crime and not notified the Board? Yes _____ No _____

2. Has any health professional license you hold ever been disciplined? Yes _____ No _____

3. Are you currently in good physical and mental health? Yes _____ No _____

PLEASE RETURN LAST RENEWAL CERTIFICATE (wallet-size card) ISSUED TO YOU.

REQUIREMENTS FOR REINSTATEMENT: The renewal, retirement, and reinstatement of licenses is governed by the Tennessee Board of Dispensing Opticians' practice act (Tenn. Code Ann. § 63-14-101 et seq.) and rules (Tenn. Comp. R. & Regs. 0480-1)

Reinstatement of an expired license (Tenn. Comp. R. & Regs. 0480-1-.09(2)):

- Payment of all past due renewal and state regulatory fees.
- Payment of the renewal late fee.
- Submission of continuing education documentation equal to the hours required had the license remained in an active status. The continuing education must have been successfully completed within six (6) months immediately preceding the date of reinstatement.
- An applicant whose license has expired for a period of three years or more must apply, take and pass the examinations as required by the Board pursuant to Tenn. Comp. R. & Regs. 0480-1-.08, and pay the examination fee provided in Tenn. Comp. R. & Regs. 0480-1-.06 prior to being considered for reinstatement.

Reinstatement of a retired license (Tenn. Comp. R. & Regs. 0480-1-.11(3)):

- Payment of the current licensure renewal fee and state regulatory fee.
- If the license was in retirement and reinstatement is requested prior to the expiration of one year from the date of retirement, payment of the late renewal fee, past due renewal fees, and state regulatory fees.
- Submission of continuing education documentation for a calendar year. The continuing education must have been successfully completed within six (6) months of the requested date of reinstatement.
- An applicant whose license has been retired for a period of three years or more must apply, take and pass the examinations as required by the Board pursuant to Tenn. Comp. R. & Regs. 0480-1-.08, and pay the examination fee provided in Tenn. Comp. R. & Regs. 0480-1-.06 prior to being considered for reinstatement.

AFFIDAVIT

State of _____

County of _____

_____ personally appearing before me, and being duly sworn, says that the

information given in this application is true and that _____ has read and

understands this affidavit.

Legal Signature of Applicant _____

Sworn to before me this _____ day of _____, _____.

Notary Public _____

Commission Expires _____

Seal



**STATE OF TENNESSEE
DEPARTMENT OF HEALTH
HEALTH RELATED BOARDS
227 French Landing, Suite 300
Heritage Place Metro Center
NASHVILLE, TENNESSEE 37243**

**TENNESSEE BOARD OF DISPENSING OPTICIANS
EMPLOYMENT VERIFICATION**

Please complete Section 1 of this form. Have your employer complete Sections 2 and 3, then sign and notarize Section 4. Please return to the Division of Health Related Boards with the Reinstatement Application

SECTION 1

Name _____

Address _____

City _____ State _____ Zip Code _____ Phone # () _____

SECTION 2

The above employee has applied for the renewal and reinstatement of his/her license. The Division of Health Related Boards needs the following information before the application can be processed.

Business/Facility Name _____

Address _____

City _____ State _____ Zip Code _____ Phone # () _____

Employer Name _____

Is the employer licensed as an Optometrist or Ophthalmologist? Yes _____ No _____

If Yes: State of licensure _____ License number _____

Name of Administrator/Employer completing Sections 2 & 3 _____

SECTION 3

Please list the dates of employment for the above employee:

Beginning Date _____

Ending Date _____

Please indicate if there has been any leave/break in service (sick, personal, etc.)

Beginning Date _____

Ending Date _____

Reason: _____

Was the above employee employed by your business/facility during the period of time in which his/her license was in expired or retired status?

Yes _____ No _____

If Yes, did the work duties/job responsibilities of the above employee change while his/her license was in expired or retired status?

Yes _____ No _____

If No, was the above employee employed by your business/facility as a Dispensing Optician during the period of time in which his/her license was in expired or retired status?

Yes _____ No _____

If Yes, was the above employee identified to the public as a Dispensing Optician (through verbal representation, advertisement, name tag, business card, etc.) during the period of time in which his/her license was in expired or retired status?

Yes _____ No _____

AFFIDAVIT

State of _____

County of _____

_____ personally appearing before me, and being duly sworn, says that
_____ is the employer referred to in the foregoing application, that the
statements therein contained are true and that _____ has read and
understands this affidavit.

Employer Legal Signature _____

Sworn to before me this _____ day of _____, _____.

Notary Public _____

Commission Expires _____

Seal

JB/G4085319/DPO



TENNESSEE DEPARTMENT OF HEALTH

MANDATORY PRACTITIONER PROFILE QUESTIONNAIRE

**PURSUANT TO TENNESSEE CODE ANNOTATED SECTION 63-51-101 et seq.,
LAWS OF TENNESSEE**

**FOR
LICENSED HEALTH CARE PROVIDERS**

FOREWORD

The Health Care Consumer Right-to-Know Act of 1998, T.C.A. § 63-51-101 et seq, requires designated licensed health professionals to furnish certain information to the Tennessee Department of Health. The information specified in the law is contained in the attached questionnaire. From the information submitted, the Department will compile a practitioner profile which is required to be made available to the public via the World Wide Web and toll-free telephone line after May 1, 1999. Each practitioner who has submitted information must update that information in writing by notifying the Department of Health, Healthcare Provider Information Unit, within 30 days after the occurrence of an event or an attainment of a status that is required to be reported by the law. A copy of your initial or updated profile will be furnished to you for your review prior to publication. That opportunity will allow you to make corrections, additions and helpful explanatory comments. Failure to comply with the requirement to submit and update profiling information constitutes a ground for disciplinary action against your license. A blank copy of the profile may be obtained from the following web site address: <http://tennessee.gov/health>.

On the department's homepage, under Licensing, click on "Health Professional Boards"; then select the appropriate board.

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SECTION I: GENERAL INSTRUCTIONS

- ▶ **Read all instructions thoroughly before completing the profile questionnaire. Incomplete or omitted information may delay meeting the mandatory reporting requirement.**
- ▶ **Incomplete or illegible profiles will be returned to the provider for resubmission.**
- ▶ **Some questions do not apply to every profession. If a question does not apply to you, indicate so by checking the “Does not apply” box.**
- ▶ **Provide only information for the previous ten (10) years where indicated on the questionnaire.**
- ▶ **Complete the questionnaire and attachments by typing or printing your response in block letters in ballpoint pen. Incomplete or illegible profiles will be returned to the provider for resubmission. Some questions do not apply to every profession. If a question does not apply to you, indicate so by checking the “Does not apply” box.**
- ▶ **DO NOT RETURN THESE INSTRUCTIONS WITH THE QUESTIONNAIRE TO THE DEPARTMENT.**
- ▶ **You may have completed a similar questionnaire for another state’s licensing board. If so, Tennessee law still requires you to complete and submit this form.**
- ▶ **If you have an active Tennessee license you are required to complete the questionnaire. This includes those practitioners who are retired or no longer practicing.**

- ▶ **Mail the completed ORIGINAL profile questionnaire within thirty (30) days of its receipt by the provider to:**

**Healthcare Provider Information Manager
Tennessee Department of Health
Division of Health Related Boards
227 French Landing, Suite 300
Heritage Place Metro Center
Nashville, TN 37243
1-888-310-4650
Local - (615) 532-3202**

- ▶ **Keep a copy of the questionnaire for your records.**

✓CHECKLIST

Before you mail your questionnaire:

- ☐ Have all questionnaire and supplemental pages been completed with the name of the practitioner, profession and license number at the top of the page?
- ☐ Have supplemental pages been clearly labeled with the corresponding question for which the response is being provided?
- ☐ Have you retained a copy of your signed questionnaire?

SECTION II:

COMPLETING THE PROFILE QUESTIONNAIRE

QUESTIONNAIRE DEADLINE

The provider must submit the questionnaire on or before thirty (30) days from its receipt.

COMPLETING THE FORMS

Complete all forms by printing neatly in block letters in ballpoint pen or typing the information. If a question does not apply to you, indicate so by checking the “Does not apply” box. **Illegible questionnaires will be returned.**

The following numbered parts correspond to the matching number on the questionnaire form.

I. PRACTITIONER DATA

Complete part one (1) noting the following:

- License number: Fill in your license number and indicate your profession in the space provided.
- Social security number: **Your social security number will not be published or in any way given out to the public. It is required for in-house tracking purposes only.**
- Address: Complete mailing and practice address (if applicable). Retirees: Write in “N/A” for practice address.

II. GRADUATE/POSTGRADUATE MEDICAL/PROFESSIONAL EDUCATION AND TRAINING

List chronologically all medical/health professional related graduate/postgraduate education and training completed. Exclude any program or courses taken to satisfy continuing education requirements for licensure renewal. Provide information about health related degrees you have received including your licensure degree.

III. SPECIALTY BOARD CERTIFICATIONS

Provide information on any certification, specialty or subspecialty from any specialty board recognized by the American Medical Association, American Osteopathic Medical Association, American Podiatry Association, American Chiropractic Association, American Dental Association or any other specialty certifying body as determined by your Tennessee licensing board.

IV. FACULTY APPOINTMENTS

Answer ALL yes/no questions with a “yes” or “no” response. A brief statement in the space provided should follow a “yes” answer. If the space is insufficient for your response, attach an additional page, being sure to number the response to match the appropriate question.

V. STAFF PRIVILEGES

List all hospitals at which you hold staff privileges. This includes:

- Licensed hospitals-this term is defined at T.C.A. § 68-11-201.

In the spaces provided, answer information about the TennCare plans in which you participate, if any. If there are more than five (5), please send attachment.

VI. FINAL DISCIPLINARY ACTION

These questions refer to final disciplinary or adverse actions taken within the previous **ten (10) years**, whether in this state or any other jurisdiction. The term **final** means the matter was fully adjudicated at a hearing and the appeal’s period expired, or that the applicable board issued an agreed order or consent decree.

In the “Description of Violation” spaces, indicate the nature of the conduct in question such as malpractice, unethical conduct, drug-related, sex related, impairment, fraud, etc.

In the “Description of Action” spaces, indicate the type of disciplinary action imposed against your professional license.

The term **disciplinary action** includes, but is not limited to:

- Probation
- Limitation/Restriction
- Suspension
- Revocation
- Voluntary relinquishment in lieu of disciplinary action
- Any other adverse action taken against a license or privilege by a medical/health related institution
- Compulsory surrender of license or privilege
- Civil or other monetary fine or penalty
- Resignation from or non-renewal of medical staff membership at a hospital in lieu of, or in settlement of, a pending disciplinary case related to competence or character
- Restriction of privileges in lieu of, or in settlement of, a pending disciplinary case related to competence or character

If you answer “yes” to any of the questions in this section and if the action is under appeal, you must attach a copy of the notice of appeal. Note: You must submit a copy of the final written order of

disposition immediately after the appeal is disposed of by the adjudicating authority. Please read questions VII B and C in their entirety before answering those questions.

VII. CRIMINAL OFFENSES

This part requires you to report any state or federal felony criminal offense convictions. It also requires the reporting of misdemeanor offenses, regardless of classification, in which any element of the offense involves sex; alcohol or drugs; physical injury or threat of injury to any person; abuse or neglect of any minor, spouse or the elderly; fraud or theft in Tennessee or another jurisdiction; or unlicensed practice of a profession within the most recent ten (10) years. If you answer "yes" to this question and the offense is under appeal, you must submit a copy of the notice of appeal of that criminal offense. Immediately upon disposition of the appeal, you must submit a copy of the final written order of disposition. If any misdemeanor conviction reported is expunged, a copy of the order of expungement signed by the judge must be submitted to the Department before the conviction will be removed from any profile.

VIII. LIABILITY CLAIMS

This section requires you to indicate all medical malpractice court judgments, arbitration awards, or settlements in which a payment was awarded to a complaining party beginning with judgments or settlements entered or executed after May 19, 1998. That means if the act or event leading to the claim occurred in, for instance, 1995, but was finally adjudicated against you after May 19, 1998, you must indicate that claim in the space provided. JUDGMENTS OR SETTLEMENTS BELOW THE THRESHOLD AMOUNT ESTABLISHED BY YOUR TENNESSEE LICENSING BOARD ARE NOT REQUIRED TO BE SUBMITTED. To find out the threshold amount established by your board, consult your board's web page at www.state.tn.us/health/ or call 1-888-310-4650. Pending malpractice claims are not required to be reported unless/until final adjudication against you.

IX. OPTIONAL INFORMATION

This section is voluntary. You may list, briefly describe, and submit any information/documentation regarding your professional practice in the spaces provided. Attach an additional sheet labeled with the question number if additional space is required.

Practitioner's Name _____ License # _____
Profession _____

SECTION III:

**HEALTHCARE PROVIDER INFORMATION MANAGER
TENNESSEE DEPARTMENT OF HEALTH
DIVISION OF HEALTH RELATED BOARDS
227 FRENCH LANDING, SUITE 300
HERITAGE PLACE METRO CENTER
NASHVILLE, TENNESSEE 37243**

I. PRACTITIONER DATA

- A. PROFESSIONAL LICENSE NUMBER: _____ PROFESSION: _____
B. SOCIAL SECURITY NUMBER: _____ (This will not be published as part of the profile or website).

- C. NAME (INCLUDE MAIDEN AND ON 2ND/3RD LINES ANY ALIASES, IF APPLICABLE):
CURRENT NAME:

(LAST) (FIRST) (MIDDLE AND MAIDEN NAME)
(IF APPLICABLE)

FORMER NAME(S):

(LAST) (FIRST) (MIDDLE)

(LAST) (FIRST) (MIDDLE)

- D. MAILING
ADDRESS:

(STREET AND NUMBER)

(CITY) (STATE) (ZIP CODE)

PRIMARY PRACTICE ADDRESS: (This will be published as part of the profile and the web site).

(PRACTICE NAME)

(STREET AND NUMBER)

(CITY) (STATE) (ZIP CODE)

- E. TELEPHONE: (_____) _____ (This will not be published as part of the profile or the web site).

- F. LANGUAGES, OTHER THAN ENGLISH: Indicate languages other than English or translation services that may be available at your primary practice location.

1. _____
2. _____

- G. SUPERVISING PHYSICIAN: If you are required by law to be supervised by a physician (physician assistant or nurse practitioner) indicate the name(s) and address(es) of each supervising physician. If you need more space, attach additional sheets:

1. _____
2. _____

Practitioner's Name _____ License # _____
 Profession _____

II. GRADUATE/POSTGRADUATE MEDICAL/PROFESSIONAL EDUCATION AND TRAINING

- A. What school(s)/educational programs have you attended? And, what type(s) of degree(s) do you hold? Do not include coursework taken to meet the continuing education requirement for licensure renewal. (Authority: T.C.A. §63-51-105(a)(6) and (7))

PROGRAM/INSTITUTION	CITY/STATE/ COUNTRY	DATE OF GRADUATION	TYPE OF DEGREE
1.			
2.			
3.			
4.			
5.			
6.			

- B. List in chronological order from date of graduation to the present, all completed medical/professional graduate and/or post-graduate training (internship, residency, fellowship or other program). Do not include coursework taken to meet continuing education requirements for licensure renewal. (Authority: T.C.A. § 63-51-105(a)(6))

PROGRAM AND SPECIALTY AREA (INTERNSHIP, RESIDENCY, FELLOWSHIP, ETC.)	LOCATION OF TRAINING (CITY,STATE, COUNTRY)	FROM MM/DD/YYYY	TO MM/DD/YYYY
1.			
2.			
3.			
4.			

Practitioner's Name _____ License # _____
Profession _____

III. SPECIALTY BOARD CERTIFICATIONS

Do you hold a certification, specialty or subspecialty from any specialty board recognized by the board regulating the profession for which you are licensed? (see instructions) (Authority: T.C.A. § 63-51-105(a)(8)) If "Yes", complete section below. YES ☐ NO ☐

CERTIFYING BODY/BOARD INSTITUTION	CERTIFICATION/SPECIALTY/SUBSPECIALTY
1.	
2.	
3.	
4.	
5.	

IV. FACULTY APPOINTMENTS

A. Have you had the responsibility for graduate medical education within the last ten (10) years? (Authority: T.C.A. § 63-51-105(a)(10)) YES ☐ NO ☐

B. Do you currently hold a faculty appointment at a medical/health related institution of higher learning? (Authority: T.C.A. § 63-51-105(a)(10)) YES ☐ NO ☐

If "YES", list the title of the appointment and name(s) and city/state of institution(s). (Attach additional sheets, clearly labeled with this question number, if necessary.)

	TITLE	INSTITUTION	CITY/STATE
1.			
2.			
3.			
4.			

V. STAFF PRIVILEGES

A. Do you currently hold staff privileges at a hospital? (Authority: T.C.A. §63-51-105(a)(a)) YES ☐ NO ☐

If "YES", list each hospital at which you currently have staff privileges: (Attach additional sheets, clearly labeled with this question number, if necessary)

Name of Hospital	City/State
1.	
2.	
3.	
4.	
5.	

Practitioner's Name _____ License # _____
Profession _____

B. Do you currently participate in any TennCare plan? (Authority: T.C.A. § 63-51-105(a)(16)) YES ☐ NO ☐
If "YES", list each plan in which you currently participate:

Name of TennCare Plan

1. _____
2. _____
3. _____
4. _____
5. _____

VI. FINAL DISCIPLINARY ACTION (See Instructions)

A. Within the previous ten (10) years, have you ever had any final disciplinary action taken against you by the agency regulating your license, in this state or any other jurisdiction? (Authority: T.C.A. § 63-51-105(a)(8)) YES ☐ NO ☐

If "YES", list name(s) and address(es) of agency(s) and a brief description of the final disciplinary action(s) and stated reason(s) for taking the action. (Attach additional sheets, clearly labeled with this question number, if necessary.)

AGENCY NAME

DATE

DESCRIPTION OF
VIOLATION

DESCRIPTION OF
ACTION

1. _____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal)

YES ☐ NO ☐

2. _____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal)

YES ☐ NO ☐

3. _____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal)

YES ☐ NO ☐

Practitioner's Name _____ License # _____
Profession _____

B. Within the previous ten (10) years, have you ever had your hospital privileges revoked or involuntarily restricted for reasons related to competence or character by the hospital's governing body? (Authority: T.C.A. § 63-15-105(a)(4)) YES ☐ NO ☐

If "YES", list name(s) and address(es) medical institution(s) and a brief description of the final disciplinary action(s) and stated reason(s) for the action. (Attach additional sheets, clearly labeled with this question number, if necessary)

	HOSPITAL NAME	DATE	DESCRIPTION OF VIOLATION	DESCRIPTION OF ACTION
1.	_____	_____	_____	_____
	_____		_____	_____
	_____		_____	_____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

2.	_____	_____	_____	_____
	_____		_____	_____
	_____		_____	_____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

3.	_____	_____	_____	_____
	_____		_____	_____
	_____		_____	_____

If "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

C. Within the previous ten (10) years, have you ever been asked to or allowed to resign from or had any medical staff privileges restricted or not renewed by any hospital in lieu of or in settlement of a pending disciplinary action related to competence or character? (Authority: T.C.A. § 63-51-105(a)(4)) YES ☐ NO ☐

If "YES", list name(s) and address(es) of the hospital(s) and a brief description of the final disciplinary action(s) and stated reason(s) for the action. (Attach additional sheets, clearly labeled with this question number, if necessary)

	HOSPITAL NAME	DATE	DESCRIPTION OF ACTION
1.	_____	_____	_____
	_____		_____
	_____		_____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

2.	_____	_____	_____
	_____		_____
	_____		_____

IF "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

3.	_____	_____	_____
	_____		_____
	_____		_____

If "YES", is this final disciplinary action under appeal? (attach copy of notice of appeal) YES ☐ NO ☐

Practitioner's Name _____ License# _____
Profession _____

VII. CRIMINAL OFFENSES (See Instructions)

Have you within the most recent ten (10) years, been found guilty, regardless of whether adjudication of guilt was withheld, or pled guilty or nolo contendere to a criminal misdemeanor or felony in any jurisdiction? (Authority: T.C.A. § 63-15-105(a)(1))

If "YES" briefly describe the offense(s):

YES ☐ NO ☐

DESCRIPTION OF OFFENSE	DATE	JURISDICTION
1. _____ If "YES", is this conviction under appeal? (attach copy of notice of appeal)	_____	YES <input type="checkbox"/> NO <input type="checkbox"/>
2. _____ If "YES", is this conviction under appeal? (attach copy of notice of appeal)	_____	YES <input type="checkbox"/> NO <input type="checkbox"/>
3. _____ If "YES", is this conviction under appeal? (attach copy of notice of appeal)	_____	YES <input type="checkbox"/> NO <input type="checkbox"/>

VIII. LIABILITY CLAIMS

Have you had a medical malpractice court judgment, arbitration award, or settlement against you since May 19, 1998? (Authority: T.C.A. § 63-51-105(a)(5)) If "YES", indicate the date of claim(s) and the amount of judgment(s), award(s) or settlement(s).

ENTRY DATE OF DISPOSITION ORDER OR SETTLEMENT	AMOUNT
1. _____	_____
2. _____	_____
3. _____	_____

IX. OPTIONAL INFORMATION

A. PUBLICATIONS: List any publications you have authored in peer-reviewed medical literature: (optional) (Authority: T.C.A. § 63-15-105(a)(11))

TITLE	PUBLICATION	DATE
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____

B. PROFESSIONAL OR COMMUNITY SERVICE ACTIVITIES AWARDS: List any information regarding professional or community service associates, activities and awards: (optional) (Authority: T.C.A. § 63-15-105(a)(12))

COMMUNITY SERVICE/AWARD/HONOR	ORGANIZATION
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

I affirm these statements are true and correct and recognize that providing false information may result in disciplinary action against my license pursuant to T.C.A. § 63-51-113 and/or 63-51-118.

(Signature of Provider)
YB/G6019027/RTK-ms.70

Date: _____